

Town of Leeds

Planning Commission Meeting for October 1, 2014

1. Call to order:

Chairman Peters called to order the regular meeting of the Planning Commission at 7:04pm on October 1, 2014, at Leeds Town Hall, 218 N Main.

2. Roll Call:

ROLL CALL:

	<u>Present</u>	<u>Absent</u>
CHAIRMAN: NORM PETERS	<u>x</u>	<u></u>
COMMISSIONER: ELLIOTT SHELTMAN	<u></u>	<u>x</u>
COMMISSIONER: DARRELL NELSON	<u>x</u>	<u></u>
COMMISSIONER: REED BRAITHWAITE	<u>x</u>	<u></u>
COMMISSIONER: STEVE LEWIS	<u>x</u>	<u></u>

3. Invocation by Commissioner Nelson.

4. Pledge of Allegiance by Commissioner Lewis.

5. Declaration of Abstentions or Conflicts: None.

6. Approval of Agenda:

Commissioner Nelson moved to approve tonight's agenda. 2nd by Commissioner Braithwaite. All voted "Aye". Motion Passed.

Commissioner Braithwaite moved to approve meeting minutes of September 3, 2014. 2nd by Commissioner Nelson. All voted "Aye". Motion Passed.

7. Announcements:

a. Town Prosecutor, Nathan Caplin of Barney McKenna & Olmstead

Chairman Peters indicated that agenda item 6a needs to say "Town Prosecutor" not Code Enforcer. Commissioners, Bob Nicholson the Town Planner and Kristi Barker the Deputy Clerk/Recorder discussed Town procedures for Code Enforcement and the Town Prosecutor.

8. Public Hearings: None.

9. Action Items: None.

10. Discussion Items:

a. Amendment to Chapter 22, Sign Ordinance

Chairman Peters discussed the Sign Ordinance amendments.

Bob Nicholson the Town Planner said the Sign Ordinance was approved a year ago by the Planning Commission. Right now there are no provisions for Development Signs. He recommended adding the following to 22.2.1.4,

“Promotional Signs for Real Estate Development: Promotional signs shall be allowed for residential developments to market and advertise the entire development for sale and providing pertinent sales information to the public. Signs shall not exceed 12’ in height, and must be within the boundaries of the development and setback at least 10’ from a street curb and not located within a public right of way. Also the sign shall not obstruct the clear view of the street intersection. The sign shall be considered temporary and removed when all original lots have been sold, but not to exceed three (3) years. Residential developments with less than ten dwelling units may have up to 2 signs with each sign not exceeding 32 square feet. Residential developments with ten or more dwellings units may have up to 2 signs with each sign not exceeding 64 square feet”.

Commissioners, Bob Nicholson and Councilmember Rohr discussed the amendments further and Commissioners added the following additional changes to the chapter,

1. Under 22.5.4, 10 Days changed to 30 Days
2. Under 22.2.1.4, Open House signs changed from 2 square feet to 4 square feet.
3. Under 22.2.1.4, the word “daily” removed from the paragraph.

Kristi Barker the Deputy Clerk/Recorder indicated that she would make the recommended changes in blue and send Commissioners a new draft for next month’s meeting.


11. Staff Reports: None.

12. Adjournment:

Commissioner Nelson moved to adjourn the meeting. 2nd by Commissioner Lewis. All voted “Aye”. Motion Passed.

Time: 7:37pm.

APPROVED ON THIS 3 DAY OF December, 2014


Norm Peters, Chair

ATTEST:


Kristi Barker, Deputy Clerk/Recorder